

Executive Committee



Jared Vega, Planning Council Chair

Thursday, October 7, 2010
5:00 pm to 6:30 pm
Public Health
4041 North Central Avenue, Phoenix
14th Floor, Training Room

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Meeting Minutes

Attendance

Committee Members *AT: Attended AB: Absent EX: Excused ALT: Alternate Present*

EX	Jared Vega	AT	Jonathan Harris	EX	Juan Carlos Perez	AT	Keith Thompson
EX	Mary Rose Wilcox <i>alt: Mark Kezios</i>	AT	MiAsia Pasha	AT	Randall Furrow	AT	Ron Hill

Administrative Agent Staff

Rose Conner Georgina Lowe

Guests

Brian Williamson Debby Elliott

Support Staff: John Sapero

Welcome, introductions and declarations of any conflicts-of-interest

Randall Furrow called the meeting to order and welcomed the attendees. Everyone introduced him/her self and declared any conflicts-of-interest.

Funding is provided by the United States Department of Health and Human Services, the Ryan White HIV/AIDS Treatment Extension Act of 2009 and the Maricopa County Department of Public Health. All of the documents distributed during this meeting may be requested from Planning Council Support.

MEETING MINUTES *continued*

Determination of quorum

Randall Furrow determined that quorum was established with five of eight members present at 5:05 pm.

Review of the minutes and action items from the prior committee meeting

The committee silently reviewed the summary minutes from the August 5, 2010 meeting. No corrections were voiced.

Council Chair Update

No update was provided.

Administrative Agent update

Rose Conner discussed:

- The two new Part A programs, Partner Services and Correctional Health Services, have both hired staff
- The GY 2011 Part A grant application is being finalized. Carmen Hair drafted an excellent EIIHA strategy that included dynamic activities for the next grant year
- HRSA has not yet been approved the re-budgeting request
- The Office of Oral Health has implemented the Planning Council's directives regarding service delivery
- The EMA was awarded a SPNS grant to enhance the CAREWare system, to improve provider referrals
- The 2009 MAI grant was completely spent and has officially closed
- 2010 MAI grant funds have not been accessed yet, due to delays in implementing planned activities. There may be funds unspent that can be requested for carryover or used for special projects
- Part A contracts are being adjusted to include EIS activities. If this can be completed in GY 2010, MAI funds may be used to provide services
- HRSA has mandated that all EMA/TGAs move to six-month client eligibility renewals. This will affect the RFP for central eligibility services, which is being revised to reflect this change

MEETING MINUTES *continued*

Ron Hill asked how clients will be affected by the changes in eligibility renewal timeframes. Rose Conner provided an overview of how eligibility renewal will occur and the steps that will be taken to ensure clients remain in care.

Rose Conner asked Brian Williamson to discuss the implementation of the Council's revisions to the service delivery guidelines for Oral Health Services. Brian related that notification letters had been slightly delayed, but have been sent. Notifications have also been sent in Spanish. Some individuals have used the service and remained in the program, and there are a number of people who have cases that are being reviewed. About 300 people have been disenrolled.

Reallocations

Rose Conner reviewed the Part A Allocations report and proposed reallocations (please see attached):

MOTION: MiAsia Pasha moved to reallocate \$10, 826 from Outreach Services to Food Boxes/Home-Delivered Meals. Ron Hill seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Transportation

Rose Conner asked Debby Elliott to provide an overview of the current transportation service delivery. Debby shared taxi service and bus pass utilization to-date, and discussed:

- Requests for bus passes have increased
- Taxi service has been stable, but costs may soon increase
- There is a projected end of year deficit is \$4,043.15. To reduce the deficit, the committee would need to revise the type of rides that clients could be eligible for, or reallocate funds to cover the anticipated deficit.

After discussion, the committee reached a consensus to recommend that the Administrative Agent prioritize any unspent funds for reallocation to Transportation Services.

MEETING MINUTES *continued*

Vision Statement

Randall Furrow presented the final draft of the proposed vision statement for the Planning Council. The statement was developed by the Membership Committee.

MOTION: MiAsia Pasha moved to forward the vision statement as presented to the full Council for final approval. Ron Hill seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Committee/Work Group reports

Allocations: No update was provided.

Community Health Planning & Strategies Committee: John Sapero related that the committee will discuss how service delivery for Oral Health Services might be revised in the next grant year to address increased need.

Education & Empowerment: Jonathan Harris discussed the committee reviewed the Spanish-language consumer education event that occurred on September 25, 2010.

Membership: No update was provided.

Rules: No update was provided.

Standards: No update was provided.

Determination of agenda items for the next Planning Council meeting

Planning Council Agenda Items (in addition to the recurring agenda items)

Membership approval

Reallocations

Vision statement

MEETING MINUTES *continued*

Action Items to be completed by the next meeting:

Task	Assigned To

Current events summaries

No comments were voiced

Call to the public

John Sapero thanked everyone who participated in, or donated to AIDS Walk Phoenix.

Adjourn

The meeting adjourned at approximately 5:55 pm.